

**INDIANA ARTS COMMISSION
QUARTERLY BUSINESS MEETING**

September 20, 2013
Victoria National Golf Club
Newburgh, Indiana

Trevor Yager, Chair

Minutes

Members present: Kathy Anderson, Karen Ellerbrook, Susan Hardwick, Judy Hess, Pam Hicks, Jeff Kirk, Sherry Stark, Nancy Stewart, Trevor Yager

Members via teleconference: Al Rent, Micah Smith

Members absent: Gil Cárdenas, Jon Ford, Linda Levell, Suzie Rentschler

IAC staff present: Michelle Anderson, Kristina Davis, Dennis Hardin, Emily Hellmuth, Lewis Ricci, Rex Van Zant

Guests: Rita Eyekamp, Susan Zurbuchen, Paige Sharp (RAP Consortium)

1. **Welcome and Introductions.** IAC Vice-Chair Pam Hicks opened the meeting at 9:15 a.m. and asked everyone to introduce themselves.

2. **Consent Agenda.** Commissioner Nancy Stewart moved to adopt the consent agenda, consisting of the agenda for today's meeting and the minutes from the June 21, 2013 meeting of the full Commission. Commissioner Sherry Stark seconded the motion. The motion passed.

3. **Chair and Executive Reports.**

A. Chair's Report

1. IAC Chair Trevor Yager reported that there have been no new appointments to the Arts Commission. Judy Hess continues to serve, having completed two full terms as of June 2012. Commissioners Jon Ford and Linda Levell have completed one full term and are eligible for re-appointment. IAC Executive Director Lewis Ricci presented a handout (attached) showing the names and qualifications for several persons who have been nominated for appointment as Commissioner. He asked that the Commission formally approve the list of nominees so that it can be forwarded to the Office of the Governor. Commissioner Stark moved to approve the list of nominees for appointment to the Indiana Arts Commission. Commissioner Kathy Anderson seconded the motion. The motion passed.

2. Mr. Ricci reported that he has had several meetings with The First Lady of Indiana, Karen Pence, and that they have developed a good working relationship. She has stated that she would like for the IAC to become involved with the 2016 Indiana Bicentennial celebration. Commissioner Emerita Rita Eyekamp suggested that an appropriate work of art might be an orchestral fanfare that would be played at performances around the state during the period of the celebration. Mr. Ricci reported that the First Lady has asked the IAC to prepare a presentation for the Bicentennial Commission.

3. Mr. Ricci reported that the Indiana Coalition for the Arts has selected January 27, 2014 as the annual Arts Day at the Statehouse, and encouraged everyone to participate.

4. Financials.

a. IAC Deputy Director Michelle Anderson presented a handout (attached) showing the IAC FY 2014 budget, current through August 31, 2013.

b. IAC Marketing and Communications Director Rex Van Zant presented a handout (attached) showing the current balance of the Cultural Trust fund, and the latest figures for sales of the Arts Trust vehicle license plate. Mr. Ricci reported that negotiations have been conducted between the IAC and the Hoosier Lottery concerning the use of the motto "Imagine That" which the IAC has been using for several years in its marketing and communications. The Hoosier Lottery began using the same motto earlier this year, not aware of the IAC's prior usage. The IAC has agreed to phase out its use of the phrase; in return, the Hoosier Lottery will develop and fund a new branding program for the Arts Commission.

c. Deputy Director Anderson presented a handout (attached) showing the IAC FY 2013 year-end budget.

5. IAC Director of Programs Kristina Davis presented a handout (attached) explaining the Arts Commission's plan to provide Cultural Planning Consultancies to communities that participated in one of its Vibrant Communities Colloquia. Several communities have submitted letters of intent to apply for these consultancies, which IAC wants to begin with site visits later this fall. The full Commission will not meet again until December 2013, so Mr. Ricci requested that the Commission delegate authority to approve the list of communities to the Programs, Grants and Services Committee. The PGSC will have its next meeting in November and can approve the list at that time. Commissioner Stark moved to authorize the Programs, Grants and Services Committee to approve the list of communities to receive Community Cultural Planning Consultancies. Commissioner Micah Smith seconded the motion. The motion passed.

4. Executive Director's Report.

A. Mr. Ricci reported that Paige Sharp has been hired by the Arts Commission as its new Grants & Information Technology Manager, replacing April Blevins. Ms. Sharp is currently the Director of Regional Services at the Tippecanoe Arts Federation. Her employment with IAC will begin on September 23. Ms. Sharp is also the current president of the Regional Arts Partner Consortium, but will relinquish that position effective after today's meeting. Susan Mendenhall from Arts United of Greater Fort Wayne will assume the presidency of the RAP Consortium. Two other vacancies in the IAC office remain unfilled at this time.

B. Mr. Ricci encouraged everyone to attend the Governor's Arts Awards on September 26 at the Center for the Performing Arts in Carmel. He extended special thanks to Commissioners Kathy Anderson, Sherry Stark, Al Rent, Susie Rentschler, Trevor Yager, Pam Hicks, Micah Smith, and to Commissioner Emerita Jeanne Mirro. Commissioner Anderson extended thanks to the IAC staff for all their efforts in connection with the Governor's Arts Awards. Mr. Ricci extended special thanks to IAC staff Emily Hellmuth, Rex Van Zant and Michelle Anderson.

C. Mr. Ricci reported that plans are still being developed to create an academic degree/certification program in conjunction with the Indiana University School for Public and Environmental Affairs (SPEA). Also being planned is a colloquium on Entrepreneurial Skills for individual artists in the state.

D. Mr. Ricci reported on progress being made in a research study headed by Dr. Bob Sabol at Purdue University, which will provide base-line data about arts education in public schools and its relationship to later academic success. He also presented the news that Indiana University faculty member Joanna Woronkiewicz will conduct base-line research on Indiana's designated Statewide Cultural Districts, utilizing members of one of her fall-term classes. Teams of students will visit each of the Cultural Districts and gather statistics on various fronts to determine the economic impact of the Cultural District designation.

E. Mr. Ricci reported that he attended the 2013 Arts Midwest annual conference, held recently in Austin, Texas. Both he and Deputy Director Anderson will attend the 2013 Leadership Institute, sponsored by the National Assembly of State Arts Agencies, to be held in October in Jackson Hole, Wyoming. Mr. Ricci also reported that the National Endowment for the Arts is currently operating without a Director, and that there are no plans to name a new director. Mr. Ricci has been asked to serve on the nationwide peer review panel for NEA grants to individual states. Mr. Ricci announces that he will teach a class in Arts Administration at Butler University next spring.

5. Committee Reports.

A. Programs, Grants and Services Committee. PGSC Chair Nancy Stewart presented the report from the committee's latest meeting (attached). IAC

Communications Manager Emily Hellmuth presented a handout (attached) showing the panel-review scores from the CY 2014 – 2015 Capacity Building Grant Program. There is \$52,000.00 in available funding for this grant category. The PGSC recommends that the 13 top-scoring organizations be approved for grants of \$4,000.00 each.

Commissioner Anderson moved to approve the 13 top-scoring organizations to receive grants in the CY 2014 – 2015 Capacity Building Grant Program. Commissioner Hicks seconded the motion. The motion passed.

Ms. Davis presented a handout (attached) explaining a recommended policy regarding final grant reports for all IAC grantees. The proposal includes specific financial penalties for grantees whose final grant reports are not submitted in a timely manner, namely: a) for reports up to one week late, an automatic 15% will be deducted from the grantee's total award, to be deducted from the final grant payment; b) for reports later than one week and up to two weeks late, the entire final grant payment will be rescinded; c) after two weeks, the grantee's full grant will be rescinded, and the organization will be ineligible to receive funds for the next cycle of any IAC grant opportunity. Commissioner Hicks moved to approve the recommended Overdue Reporting Procedure Policy. Commissioner Stewart seconded the motion. The motion passed. The policy will become effective for all current grantees, who will be notified in writing.

B. Committee on the Future. The minutes from the latest meeting of the COF were presented (attached). A discussion of the 2012 – 2016 Strategic Plan will be facilitated by Butler University faculty member Susan Zurbuchen under item #7 on today's agenda.

6. Regional Arts Partners Update. Current (and outgoing) RAP Consortium president Paige Sharp made a brief report on the Regional Arts Partners. She reminded everyone of Arts Day at the Statehouse, to be held on January 27, and encouraged everyone to participate.

Chair Trevor Yager declared a break in the proceedings at 10:30 a.m.

7. Special Matrix Planning Session. The Arts Commission is operating under a Strategic Plan that was adopted for the period 2012 – 2016. Now in the second year of the Plan, the IAC, through its Committee on the Future, seeks to review and evaluate the goals and strategies, and to articulate priorities for the next two years.

Commissioner Jeff Kirk has developed a "matrix" scheme which describes via a nine-cell grid (attached) specific areas of attention dictated by the Strategic Plan. Specific Commissioners and IAC staff members have been assigned to each cell in the matrix, and each group has held telephonic meetings over the past few weeks. Each group has developed a document (all attached) which presents an overview, primary strategic plans goals and objectives, former services, proposed services, and questions to be considered. The cells relate to individuals, organizations, and communities in three areas: 1) advocacy and research; 2) education, training and capacity-building; 3) grantsmaking. Time has been allotted in today's agenda for in-depth discussions of all

nine matrix cells. Mr. Ricci introduced Susan Zurbuchen, who teaches Arts Administration at Butler University, to facilitate the discussions. Ms. Zurbuchen proposed to discuss each matrix cell in a particular order which would lead from one to the next, and asked each group leader to make an oral presentation based on the recent telephonic meetings. Commissioners Karen Ellerbrook, Jeff Kirk, Kathy Anderson, Nancy Stewart, Trevor Yager, Pam Hicks, Susan Hardwick, and Sherry Stark, along with IAC staff members Lewis Ricci, Michelle Anderson, Kristina Davis, Emily Hellmuth, and Rex Van Zant participated in the discussions. Some of the major points discussed included: cultural relevancy as it is tied to grant-making; the importance of primary research data and the IAC's role as an information gatherer/distributor, and data analysis; the involvement of elected officials; ways in which the IAC can focus specifically on its "biggest" ideas; leveraging the use of technology to reduce redundancy at the local level; the creation of an on-line "IAC Café" which could reach rural areas as easily as urban areas; issuance of Requests for Proposals (RFPs) for partnering with specific organizations for specific needs; the non-strategic usage of grant moneys for organizational support

No action was taken as a result of today's discussion. A more formal document will be forthcoming for presentation at the December meeting of the full Commission. Mr. Yager thanked Ms. Zurbuchen for her assistance in the discussion, and the entire group responded with a hearty round of applause in thanks.

8. **Old Business.** There was no old business.

9. **New Business.** There was no new business.

10. **Closing Comments.** Mr. Yager offered special thanks to Commissioner Hardwick for hosting the Commission in Newburgh today. He thanked everyone for their participation.

11. **Adjourn.** Commissioner Hess moved to adjourn the meeting. Commissioner Stark seconded the motion. The motion passed. The meeting adjourned at 12:15 p.m.